

**HERCULES** RECEIVED

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SUPERFUND DIV.  
DIRECTOR'S OFFICE  
April 25, 2014

Hercules Incorporated  
Hercules Research Center  
500 Hercules Road  
Wilmington, DE 19808-1599  
Writer's Direct Dial: 302-995-3433

**VIA OVERNIGHT MAIL**

Ms. Paige Delgado  
On-Scene Coordinator  
United States Environmental Protection Agency  
Response and Prevention Branch (6SF-PR)  
1445 Ross Avenue  
Dallas, Texas 75202-2733

RE: Explo Systems, Inc. Site, Camp Minden, Louisiana  
Notification of Vendor and Project Coordinator Selection

Dear Ms. Delgado:

Hercules Incorporated (Hercules) is submitting this notification of vendor and project coordinator selection in compliance with Item VII.12 and VII.13 of the Administrative Settlement Agreement and Order on Consent for Removal Action (Settlement Agreement) between Hercules and the USEPA Region 6, dated April 11, 2014 (effective April 18, 2014).

**Vendor Selection**

Hercules has contracted Clean Harbors, Inc. (Clean Harbors) to perform both the removal and destruction via incineration the nitrocellulose (NC) associated with Hercules at the Explo Systems Site (Site). Hercules has a long working relationship with Clean Harbors. It has performed numerous large remedial efforts at Hercules facilities throughout the country. The key factors in selecting Clean Harbors are its close proximity to the Site and its ability to safely perform both the removal and destruction of the NC, minimizing the complexity of dealing with multiple organizations. Clean Harbors maintains facilities capable of destroying NC in both El Dorado, Arkansas and Colfax, Louisiana. Each facility is capable of accepting NC and is only a few hours' drive from the Site, minimizing the transport time for the removed NC. The primary facility will be El Dorado, Arkansas with Colfax, Louisiana as a backup. El Dorado is closer to the Site and can accept greater amounts of NC.

**Project Coordinator Selection**

Clean Harbors maintains a "high hazard group" that is trained in performing site operations on materials exhibiting energetic characteristics such as NC. Each member of the field team handling NC will possess a Louisiana Explosive License per the state explosive code as



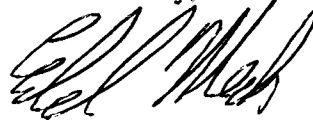
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described in the Louisiana Revised Statutes (LRS 40:1472.1). The project coordinator selected to lead the on-site effort is Lawrence Izzo (Larry) from Clean Harbors. Larry will be on-site through the duration of this project from mobilization through demobilization and will serve as the on-site contact for the EPA. Larry is experienced working on federal lead projects and has spent several years working with the Department of Energy (DOE). Larry also has experience working in Louisiana and participated in the response to Hurricane Katrina. Larry's resume is attached to this letter and his contact information is as follows:

Lawrence Izzo, P.E.  
Senior Project Manager  
1200 Marietta Way  
Sparks, NV 89431  
Office: 775.624.8060  
Mobile: 775.781.9705  
[izzo.lawrence@cleanharbors.com](mailto:izzo.lawrence@cleanharbors.com)

If you have any questions regarding this notification or the information provided, please do hesitate to either call me at (302) 995-3433 or email [edmeeks@ashland.com](mailto:edmeeks@ashland.com).

Sincerely,



Edward Meeks  
Remediation Project Manager

Attachment: Lawrence Izzo Resume

cc: Richmond Williams (Hercules)  
Suzanne Schiller (Hercules Outside Counsel)  
Paul Bratti (Clean Harbors)  
Larry Izzo (Clean Harbors)



**Lawrence Izzo**  
PROFESSIONAL RESUME

<b>a.</b>	<b>Name, Title &amp; Local Company Address:</b>				
	Lawrence Izzo, P.E. Senior Project Manager 1200 Marietta Way Sparks, NV 89431				
<b>b.</b>	<b>Project Assignment</b>				
	Duties of my position include: <ul style="list-style-type: none"> <li>• Project Management (financial and operations) for projects involving waste disposal, remediation, and earthwork</li> <li>• Health and Safety Training for operators and other project managers</li> <li>• Cost estimation and proposals for job opportunities</li> <li>• Engineering support for proposal requirements and project deliverables</li> </ul>				
<b>c.</b>	<b>Corporate Address:</b>				
	Clean Harbors Environmental Services, Inc. 42 Longwater Drive Norwell, Massachusetts 02061				
<b>d.</b>	<b>Years Experience – With This Firm:</b>	5	<b>With Other Firms:</b>	6	
<b>e.</b>	<b>Education: Degree(s) / Specialization &amp; Licenses / Registrations</b>				
	<ul style="list-style-type: none"> <li>• B.S. Environmental Engineering – University of New Hampshire (2002)</li> <li>• Nevada Certified Environmental Manager #1971</li> <li>• Nevada Professional Engineer License #020502 (Environmental)</li> <li>• Nevada Contractors License Qualified Employee – Class A General Engineering</li> <li>• New Mexico Contractors License Qualified Employee – Excavation and Grading</li> </ul>				
<b>f.</b>	<b>Other Experience and Qualifications Relevant to the Proposed Project:</b>				
	See Project Experience (below)				
<b>g.</b>	<b>Major Project Experience:</b>				
	<ul style="list-style-type: none"> <li>• Richmond Pistol Range Remediation (Union Pacific Railroad. Richmond, CA): Project included the treatment of lead contaminated soil from a former shooting range. UPRR hired Clean Harbors to perform on-site treatment of the soil to eliminate the hazardous waste code, and ship off-site. Project included the technical removal of soil from the existing shooting berms, stabilization treatment of over 7,000 tons of lead contaminated soil, transportation of soil to 3<sup>rd</sup> party facility, re-grading existing berms to allow proper drainage, and hydroseeding and final restoration. I was responsible for the complete management of this project which included: management of all costs and invoicing, delegation and management of a multidisciplinary group of subcontractors, coordination of all waste disposal and logistics, and tasked with health and safety of all personnel on site. Total project value of \$1.3 million.</li> <li>• HP-1 Pond Remediation (Titanium Metals Corporation. Henderson, NV): Project included the sediment removal of solids accumulated in an evaporation pond. Project included the removal of and management of 2 million gallons of process water, solidification of saturated sediment, transportation and disposal of approximately 10,000 tons of California hazardous waste to a Clean Harbors landfill, installation of new pond liner, and the installation of reinforced rock wall. I was responsible for the complete management of this project which included: management of all costs and invoicing, delegation and management of a multidisciplinary group of subcontractors, coordination of all waste disposal and logistics, and tasked with health and safety of all personnel on site. Total project value of \$3.7 million.</li> <li>• Basic Substation Remediation, Phase 02 (US DOE Western Area Power. Henderson, NV): Project included removal of contaminated transformer and maintenance yards previously utilized by US DOE. Western Area Power created scope to clean up property and remove any remaining potential contamination sources in accordance with the Nevada DEP clean up goals. Project included the removal of source contaminated soil in former transformer yards, removal of source area contamination beneath underground tunnel sumps, draining</li> </ul>				



**Lawrence Izzo**  
**PROFESSIONAL RESUME**

	<p>and removal of PCB oil pipeline, investigation of a potential buried drum area, abatement of underground asbestos conduit and piping, and removal of contaminated concrete. I was responsible for the complete management of this project which included: management of all costs and invoicing, delegation and management of a multidisciplinary group of subcontractors, coordination of all waste disposal and logistics, and tasked with health and safety of all personnel on site. Total project value of \$12.4 million.</p> <ul style="list-style-type: none"><li>• OTC Soil Remediation (Freeport MacMoRan Copper and Gold. Fort Wayne, IN): Project included the removal of gasoline contaminated soil as part of a voluntary cleanup through Indiana DEM. Project included management of overburden to 10 feet bgs, removal and disposal of buried municipal waste, installation and removal of shoring by subcontractor, removal of contaminated soil, and backfill excavation and returning site to original grade. As project manager my duties included the procurement and coordination of 3<sup>rd</sup> party transportation and disposal, management of CHES labor force, oversight of shoring subcontractor, and cost management of project budget. Total project value of \$615,000.</li><li>• Lockheed Martin Soil Remediation (The Dalles, OR): Project involved the excavation and disposal of soil from an abandoned industrial dumping ground. I provided project management support which included: oversight of operations crew, supervision of third party transportation, health and safety, equipment logistics, and financial management of vendors. Total project value of \$138,000.</li><li>• Norse Windfall Leach Pad (US Bureau of Land Management. Eureka, NV): Project consisted of re-grading former leach heap, disposal of hazardous and non-hazardous debris, decommissioning and disposal of PCB transformers, installation of Gabion Mattresses, demolition and disposal of existing buildings, and installation of new roadside drainage system. Provided project support including tracking project costs, coordination with vendors for equipment and supply logistics. Total project value of \$1.1 million.</li></ul>
<b>h.</b>	<b>Environmental &amp; Health and Safety Training:</b>
	<ul style="list-style-type: none"><li>• 40-hr OSHA HZWOPER</li><li>• DOT Hazmat overview</li><li>• Excavation Competency Certification (29 CFR 1926.651)</li></ul>

**EXPLO SYSTEMS, INC., MINDEN, LA:** The PRPs and EPA have sought solutions to shoring the unstable and crumbling stacks of M6 explosives in several magazines so that disposal work can continue. The PRPs shipped the first processed shipment of M30 fiber drums off-site for disposal, approximately 20,000 lbs, to the General Dynamics facility in Joplin, MO; approximately 87,000 lbs remain. General Dynamics/ATK is working to secure/stabilize the M6 pallets/containers prior to handling of any Tritonal Contaminated Debris (TCD) (approximately 133,000 lbs) in at least two magazines. A composite sample was taken of Extracted Aluminum (EA) for potential recycling option at the site. Hercules continued processing and removal of nitrocellulose (NC) drums for off-site disposal at the Clean Harbors incineration facility in Eldorado, AR. Hercules shipped the fourth shipment of 85 drums, 21,688 lbs (Cumulative total shipped is 105,183 lbs/ 334 drums) of NC on July 15<sup>th</sup>, and the fourth shipment of approximately the same amount of NC was completed on July 21<sup>st</sup>. Saint Marks pit powder removal operation is tentatively scheduled to resume July 28<sup>th</sup> for an approximate two weeks. **(Crossland, x2721)**



## Quick Reference Guide: Using the One Time Password to Sign in to EPA's Remote Access Solution

The way you sign in to EPA's Remote Access Solution is changing. Currently, employees accessing EPA's remote access solution must provide a knowledge-based answer to login (for example, what is your first pet's name?). Now you will enter a One Time Password (OTP) in addition to your LAN username and password to login. The OTP will be sent to you via phone call, text message, mobile app, or email during the sign-on process and is good for that one time only.

To use OTP, you first must register for the service. See the Quick Reference Guide: One Time Password Service Registration to learn how to register. Once you are registered, follow the steps below to sign on when away from the office, connected to the Internet.

1. On the device you are using for remote access, use your browser to **navigate** to <https://workplace.epa.gov>. Under "Sign-On to EPA's Network Using the 'One Time Password' Remote Access Solution," click the link for the method of access you desire – "Connect via Workplace Virtual Private Network (VPN)" or "Connect via Workplace Proxy." Most employees should connect to the network through the VPN. Employees who are having trouble signing in through the VPN or who are using a device that is not compatible with the VPN should sign-in using the Workplace Proxy. See Quick Reference Guide: Limited Remote Access for Non-EPA Computers to learn more about VPN and proxy.
2. Select the appropriate option button to note if you are using a **private computer** or a **public computer**.
  - A private computer is your EPA-issued laptop computer or a non-EPA computer that you control or own, such as your home computer.
  - A public computer is a device or computer that you do not control and is accessible by other people, such as a computer at your local public library.

**Note:** Determining whether the computer is public or private is very important. Once you have logged off, a device identified as "private" can be used to log in again within a short time without requesting another OTP. A "public" computer will need another OTP after a period of inactivity.

3. Enter your **LAN User ID** and **password**, and **click submit**.
4. Options for how to deliver your OTP will appear. Select the **delivery method** by which you would like to receive your OTP and **click submit**.



The options displayed will depend on the phone numbers and devices you have registered and may include the following:

- a. Email. You will receive the code in an email, which you may retrieve from your EPA mobile device.
- b. Phone call (or Voice). The requested phone number will immediately ring and a voice will state, "Hello. Your code is: ...," stating the six-digit code in digits. If you choose to receive phone calls, your subscription rates apply. EPA will not reimburse you for any cost you incur.
- c. Text message. The selected phone will immediately receive a text message with your six-digit code. If you choose to receive text messages, your subscription rates apply. EPA will not reimburse you for any cost you incur.
- d. SecureAuth Mobile App. You must download and configure the app to your mobile device. See the Quick Reference Guide: Download and Install the SecureAuth OTP Mobile App for more information.

**NOTE:** For information on how to register your device, please see the Quick Reference Guide: One Time Password Service Registration.

The figure in the following page illustrates the different options.

ONE EPA Workplace
EPA Remote Access:  
VPN Mode

Please choose the delivery method for your registration Code.

☐ Email: xxxxx@epa.gov

☐ Voice: xxx-xxx-2608

☐ Phone/Mobile: xxx-xxx-9014

☐ Voice:

☐ Phone/Mobile: xxx-xxx-0359

☐ Voice:


☐ Phone/Mobile: xxx-xxx-4202

☐ Voice:

☐ SMS/Text

☐ SMS/Text

☐ Soft Token - SecureAuth! OTP Mobile App



Phone: 1-866-411-4EPA (4372)    Restart Login

TDD: 1-866-489-4900

Fax: 703-674-0118 (DC local call)

1-703-674-0118 (outside DC local calling Area)

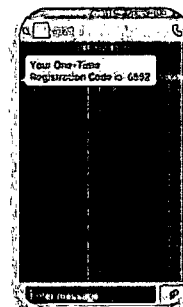
International callers: 1-703-679-1070

Email: epacallcenter@epa.gov

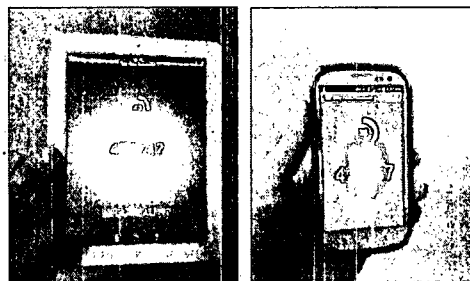
If you select EPA email, you will receive the code in an email which you may retrieve using your EPA mobile device.

If you select a phone call, the requested phone number will immediately ring and a voice will state, "Hello. Your code is: ...," stating the code in digits.

If you select a text message, the requested phone will immediately receive a text message with your code as shown below.



If you have downloaded the SecureAuth OTP Mobile app to your mobile device and configured it, the *Soft Token - Secure Auth OTP Mobile App* option appears. (See the Quick Reference Guide [Downloading and Installing the SecureAuth OTP Mobile App.](#)) Run the app on your device to receive the OTP.







5. Once the OTP is received, enter the **numeric code** received via the selected method and click **submit**.

United States Environmental Protection Agency

**ONE EPA Workplace** **EPA Remote Access VPN Mode**

Enter the code that you just received by text.  
Registration code

1 2 3  
4 5 6  
7 8 9  
0 C

**Submit**

Please click here to use an alternative registration method.

**EPA Call Center**  
Phone: 1-866-411-4EPA (4372) Restart Login  
TDD: 1-866-489-4900  
Fax: 703-674-0118 (DC local call)  
1-703-674-0118 (outside DC local calling Area)  
International callers: 1-703-670-1070  
Email: [epacallcenter@epa.gov](mailto:epacallcenter@epa.gov)

If you need to start over, or if you need to choose a different OTP delivery technique, **select Restart Login** or **Please click here to use an alternate registration method** as shown in the graphic above.

This completes the Remote Access sign-on process. The VPN or proxy connection will occur and your browser will be redirected to the appropriate One EPA Workplace Remote Access home page.

*For assistance with registering, login, or using the new Remote Access One Time Password Service, please contact the EPA Call Center at 1-866-411-4372 or by email: [epacallcenter@epa.gov](mailto:epacallcenter@epa.gov).*

## Twine, Dyiann

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**From:** OEI - from Renee Wynn <Mass\_Mailer@epa.gov>  
**Sent:** Friday, June 13, 2014 11:04 AM  
**To:** All Users of EPA Email  
**Subject:** Introducing the "How-To" Help Center for Microsoft Applications  
  
**Importance:** High

As the Office of Environmental Information (OEI)'s Discover 2014 campaign rolls on, I am excited to announce the launch of another innovative technology service to better serve you.

The EPA Call Center is now offering a new service for all employees, grantees, and contractors: the ***How-To Help Center for Microsoft Applications***. This service will allow you to speak one-on-one with experts to answer your 'how-to' questions about using Microsoft Office 365 applications (i.e. Outlook, SharePoint), Windows 7, and how assistive technology works with these products.

The goal of the ***How-To Help Center for Microsoft Applications*** is to minimize interruptions to your day and help you quickly find the information you need, while freeing up IT technicians to provide faster resolution to technical problems.

### **Questions for the How-To Help Center for Microsoft Applications**

- How do I create a master calendar in SharePoint?
- How do I use rules in Outlook to manage my inbox?
- How do I create PivotTable reports to quickly summarize large amounts of data in Excel?
- How do I customize the Windows 7 Start menu and taskbar?
- How do I customize and filter views in Outlook?
- How do I record macros to automate time-consuming tasks in Word?
- How do I modify resource calendars in Project?

### **Questions for EZ Tech or other local help desks**

- I need a new LAN, Outlook, Lotus Notes, or Remote Access password.
- I need assistance with Adobe Connect.
- I am unable to log into SharePoint.
- I need VTC or teleconferencing support.
- My Outlook application keeps freezing.
- OneDrive is running very slowly.
- I am having trouble accessing EPA's network remotely.

To contact the How-To Help Center for Microsoft Applications, please dial the EPA Call Center at (866) 411-4EPA (4372) and select Option 6. This service will be available from 7:00 a.m. – 9:00 p.m. ET Monday – Friday.

Please visit the How-To Help Center for Microsoft Applications intranet site for more information, training materials, and other resources to assist you with EPA's transition to higher quality and more secure information technology services.

**Twine, Dyiann**

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**From:** Mass Mailer <Mass\_Mailer@epa.gov>  
**Sent:** Monday, May 19, 2014 9:19 AM  
**To:** All EPA Employees  
**Subject:** Changes to Your Pay - Getting Ready for Our New Payroll Provider

**Importance:** High



This message is being sent to all EPA Employees. Please do not reply to this mass mailing.

**MEMORANDUM**

**SUBJECT:** Changes to Your Pay - Getting Ready for Our New Payroll Provider

**FROM:** Craig E. Hooks, Assistant Administrator  
Office of Administration and Resources Management

Maryann Froehlich, Acting Chief Financial Officer  
Office of the Chief Financial Officer

**TO:** All EPA Employees

On June 9, 2014, EPA will be integrating and migrating its human resources and payroll system from the Defense Finance and Accounting System (DFAS) to the Department of Interior's, Interior Business Center (IBC). Under this initiative, the Human Resources Line of Business, EPA is taking another step forward in becoming a high-performing organization. IBC is considered the best provider of these services for civilian agencies, providing more comprehensive and user-friendly information for employees and managers.

**This change will affect your pay. Please read and save the below information so you are prepared for this change.**

**WHAT IS CHANGING**

- You will receive your pay from the Interior Business Center (IBC) instead of the Defense Finance and Accounting Service (DFAS).
- Your pay (for most employees) will be posted on the first Friday following the pay period. Currently, pay is posted the second Tuesday following the pay period. Your financial institution determines its holding time for direct deposits.
- You will use Employee Express instead of myPay to access your leave and earnings statements, make tax changes, establish CFC deductions, or update personal information.
- You will notice a slightly new look in PeoplePlus, shorter navigation paths and some new time reporting codes and terminology.
- You will need to enter your time into PeoplePlus by the second Thursday of the pay period, and you will need to enter any prior pay period adjustments by the second Tuesday of the pay period.

**WHAT YOU NEED TO KNOW**

- During the week of June 9, 2014, you will receive an email with a password to access Employee Express for your pay statements beginning June 24, 2014. If you do not have an EPA email address, access information for Employee Express will be mailed to your home address.
- You can continue to access myPay through June 30, 2015 to read, save, and print historical leave and earnings statements for pay dates up through June 10, 2014.
- There will be state and local tax differences for some employees in their paychecks when we move to IBC, although most employees will not observe net pay differences of greater than \$5 per pay period.
- To prepare your 2014 taxes, you will receive two 2014 W-2s in January, 2015, one from DFAS and one from IBC. The DFAS W-2 will have earnings and withholdings information from January, 2014 through the pay date of June 10, 2014. The IBC W-2 will have earnings and withholdings information from the pay date of June 24, 2014 through the remainder of the calendar year.
- You can reach the HR and Payroll Customer Service Help Desk at 1-866-411-4372, option 2 or [HRPayHelp@epa.gov](mailto:HRPayHelp@epa.gov) for any human resources or payroll questions.

## IMPORTANT DATES

- May 28, 2014 – Last day for employees to input time card corrections in PeoplePlus without any processing delay that impact pay and leave for prior pay periods.
- May 30, 2014 to June 8, 2014 – No access to PeoplePlus for time and attendance entry.
- May 31, 2014 - Last day for employees to update their personal and payroll information in myPay.
- June 1, 2014 to June 9, 2014 - Employees will not have access to update their personal or payroll information online.
- June 9, 2014 – EPA switches from DFAS to IBC for payroll services.
- June 9, 2014 – First day for Employee Express electronic access.
- June 10, 2014 - Final Leave and Earnings Statement from DFAS.
- June 12, 2014 – Deadline for time and attendance entry into updated PeoplePlus system for the period ending June 14, 2014.
- June 24, 2014 – First Leave and Earnings Statement from Employee Express.
- January, 2015 – Receipt of two W-2s for preparation of 2014 taxes, one from DFAS and one from IBC.
- June 30, 2015 – Access to myPay for historical leave & earnings statements ends.

## GET READY NOW - CHECKLIST

- Ensure that you have entered any time card corrections into PeoplePlus for prior pay periods by May 28, 2014. If you do not enter your corrections by May 28, processing will be delayed.
- Enter, attest, submit, and save your time and attendance for the period ending May 31, 2014 by 10:00 p.m. EDT on Wednesday, May 28 (supervisors must approve by 1:00 p.m. Thursday, May 29)
- Ensure that your HR and payroll information is up-to-date in myPay by May 31, 2014 so that it transfers correctly to Employee Express.
- Take the Employee Express training in EPA eLearning so you know how to access your pay statements and update personal information.
- Create a recurring task in Outlook to remind you to input, attest, submit and save your time and attendance by the second Thursday of each pay period, beginning June 12, 2014.
- If you will be out of the office from Monday, June 9 through Thursday, June 12, please arrange with your timekeeper or supervisor to enter your time on your behalf. You will not be able to enter your time early for the pay period ending June 12, 2014, and no time and attendance entry or adjustments can take place from Sunday, June 1 through Sunday, June 8.

If you have questions, need guidance on PeoplePlus or Employee Express, or for more information, please visit the Human Resources Line of Business intranet site at <http://intranet.epa.gov/hrlob/employees.html>.